



State Procurement Office

14th Floor Capitol Tower, 600 E Boulevard Ave Dept 012,
Bismarck ND 58505-0310

A Division of the Office of Management & Budget

Contract Information

Term Contract Name:	Worklink Newsletter
Term Contract Number:	088
Contract Period:	09/01/06 through 08/31/07
Contract Administrator:	Dillys Bach
Phone Number:	701-400-4589
Fax Number:	701-328-0109

Contractor Information

Contractor Name:	Image Printing
Service Representative:	Marc Menge
Toll Free Telephone Number:	800-307-4001
Telephone Number:	701-255-4000
Fax Number:	701-255-7740
Email Address:	marc@imageprinting.com
Ordering and Billing:	Orders will be issued by individual agencies and billings are to be submitted as indicated on the purchase order.
Purchasing Cards:	Purchasing agencies may elect to make payment using a purchasing card. The Contractor will accept a purchasing card without passing fees back to the purchasing agency.
Delivery:	7 days ARO, FOB Bismarck, ND

General Terms and Conditions:

Title: Title to items ordered shall not pass to the State until the items are received and accepted by the State. The Contractor shall be responsible for any loss prior to the actual receipt of the items by the State or its agent.

Investigations: The State reserves the right to make an investigation or investigations of the materials, equipment, supplies, qualifications or facilities offered by the apparent low bidder or bidders. The investigation would be to determine whether or not the apparent low bidder or bidders could meet the requirements set forth in the solicitation.

Material and Workmanship: All material and workmanship shall be subject to inspection and testing by the State either at: (1) the point of manufacture (2) place of storage (3) upon receipt.

Inferior printing and work. The State may reject any and all printing that is not done in a workmanlike manner or with good material and with ordinary promptness.

Pricing: The price is to be less federal and state taxes, for which exemption certificates will be furnished upon request. Pricing shall be firm for the period of the contract.

Taxes: The State does not pay sales tax or federal excise tax. The State sales tax exemption number is E-2001. The State federal tax-free transaction number is: 45-70-0010K.

Contract Items and Pricing				
Item	Amount	Unit	Description	Price
1.	5,000	Each	NEWSLETTER – OPTION 1 1. 8-1/2” x 11” page size 2. Overall size 11” x 17” final folded to 5-1/2” x 8-1/2” 3. Bleeds 4. 4 color process - throughout 5. 80# Gloss Text 6. Saddle-stitched 7. Color separation will be done by the printer 8. Disk ready – PageMaker InDesign file and/or PDF. Version provided 9. 8 pages self cover 10. Deliver to WSI, as noted on ITB	\$1,047.00
2.	5,000	Each	NEWSLETTER – OPTION 2 Same as item #1 except 12 page self cover.	\$1,498.28

